

**Town of St. Brieux**  
**Meeting Minutes**  
**July 8, 2025 - Regular Meeting of Council - 4:00 PM**

In Attendance: Mayor Tammy Leray, Deputy Mayor Dan Clifford, Councillor Justin Assie.  
Regrets: Administrator Erinn Schreiner and Councillors Gerry Miller and Max Mueller.  
Staff in Attendance: Acting Administrator Alanna Strangway.

**1. CALL TO ORDER**

WITH a quorum being present, Mayor Tammy Leray called the meeting to order at 4:06pm.

**2. CONFLICT OF INTEREST DECLARATIONS**

There are NO Conflict of Interest Declarations.

**3. AGENDA**

**Resolution No:** 2025-0578

**Moved By:** Dan Clifford

THAT Council approves the agenda as presented.

Carried

**4. MINUTES**

**Resolution No:** 2025-0579

**Moved By:** Justin Assie

THAT the minutes of the Regular Meeting of Council held on June 10, 2025 and the minutes of the Special Meeting of Council held on June 17, 2025 be approved as presented.

Carried

**5. DELEGATIONS**

**5.1 Joe Bourgault - 4:00pm to 4:15pm**

**Resolution No:** 2025-0580

**Moved By:** Dan Clifford

THAT Council will allow St. Brieux Realty Inc. c/o Joseph Bourgault to transfer title of **LOTS 15, 16, 17, 18 and 19 / BLOCK 16 / PLAN 101611213** on Parkside Bay in St. Brieux from St. Brieux Realty Inc. c/o Joseph Bourgault back to the Town of St. Brieux. The cost to transfer title of these above mentioned lots shall be the responsibility of St. Brieux Realty Inc. c/o Joseph Bourgault. Furthermore, Council will AGREE to ABATE 2025 Tax Levy from the above mentioned lots with the understanding that St. Brieux Realty Inc. c/o Joseph Bourgault will pay ALL AND ANY outstanding amounts owing up until December 31, 2024. *These outstanding amounts must be paid by December 31, 2025.*

Carried

**5.2 Lee Brockman / Darcy Vedress - 4:15pm to 4:30pm**

**Resolution No:** 2025-0581

**Moved By:** Dan Clifford

THAT Council authorizes a temporary amendment to Fire Fighter Rates, for the purpose of the Beauval Wildfire in July 2025.

The Fire Fighter Rate shall be adjusted from \$25/hr to \$50/hr for any hours accrued working on the Beauval Wildfire in July 2025.

Carried

## **6. APPROVAL OF FINANCIAL REPORTS**

### **6.1 List of Accounts Payable for Approval**

**Resolution No:** 2025-0582

**Moved By:** Dan Clifford

June 1 - 30, 2025 - Payments

THAT Council approves the list of payments totalling \$42,256.20 for approval, that are attached to and forming a part of these minutes, for the following:

Cheque #17506 to #17532 - totaling \$13,195.17

Mastercard #2025-008 to #2025-010 - totaling \$469.89

Payment Vouchers #2025-0156 to #2025-0181 - totaling \$28,591.14

Carried

### **6.2 Bank Reconciliation Statement - Main**

**Resolution No:** 2025-0583

**Moved By:** Justin Assie

THAT Council approves the June 2025 bank reconciliation report as presented.

Carried

### **6.3 Statement of Financial Activities**

**Resolution No:** 2025-0584

**Moved By:** Tammy Leray

THAT Council approves the June 2025 Statement of Financial Activities as presented.

Carried

### **6.4 Bank Reconciliation Statement - Fire Department Main**

**Resolution No:** 2025-0585

**Moved By:** Dan Clifford

THAT Council accepts the June 2025 bank reconciliation statement for the Fire Department Main and Savings accounts as presented.

Carried

## **7. REPORTS**

**Resolution No:** 2025-0586

**Moved By:** Dan Clifford

THAT Council accepts the June / July 2025 Acting Administrator and Town Foreman reports as presented.

Carried

## **7.1 Administrator**

### **7.2 Public Works Department**

**Resolution No:** 2025-0587

**Moved By:** Dan Clifford

THAT Council authorizes the following changes to be made as follows to intersections within the Town of St. Brieux:

REPLACE yield at Main Street and Railway Avenue with THREE WAY STOP  
REPLACE yield at 3rd Street South and Railway Avenue with STOP SIGN  
ERRECT \*new\* STOP SIGN in Parking Lot of 600 Main Street at Highway #368

Carried

## **8. MAYOR AND COUNCILLOR'S FORUM**

Statements shall include the sharing of the following information:

- a) Events, activities or community functions attended; and
- b) General work of members on behalf of council colleagues, constituents and the municipality.

All comments will be verbal only and shall not be recorded in the minutes of the meeting.

## **9. UNFINISHED BUSINESS**

### **9.1 Lagoon Update**

**Resolution No:** 2025-0588

**Moved By:** Justin Assie

THAT Council acknowledges the Lagoon Update as presented.

Carried

### **9.2 Hytek - Office Update**

**Resolution No:** 2025-0589

**Moved By:** Dan Clifford

THAT Council acknowledges the New Office Building Update as presented.

Carried

### **9.3 St. Brieux Manor Tax Abatement**

**Resolution No:** 2025-0590

**Moved By:** Justin Assie

THAT Council accepts the request from the St. Brieux Manor Board for the 2025 100% tax abatement.

Tabled

### **9.4 RM of Lake Lenore**

#### **9.4.1 Fire Department**

**Resolution No:** 2025-0591

**Moved By:** Dan Clifford

THAT Council requests that the Acting Administrator set up a Fire Meeting with the RM of Lake Lenore.

Tabled

#### **9.4.2 RM of Lake Lenore Service Road Agreement**

**Resolution No:** 2025-0592

**Moved By:** Justin Assie

THAT Council requests that the Acting Administrator set up a Meeting with the RM of Lake Lenore to speak about ALL previous servicing agreements.

Tabled

### **10. NEW BUSINESS**

#### **10.1 Museum Update**

**Resolution No:** 2025-0593

**Moved By:** Dan Clifford

THAT Council acknowledges the Museum update as presented. Furthermore, that Council authorizes the payment of \$32,134.50 to Monarch Roofing Ltd. for the museum roof.

Carried

##### **10.1.1 Bank Account - MUSEUM**

**Resolution No:** 2025-0594

**Moved By:** Justin Assie

THAT Council accepts the TRANSFER OF FUNDS

**from:**

*St Brieux Historical Society Account #21511340 and  
St. Brieux Historical Society Capital Trust Account #21511787*

**to:**

*Town of St.Brieux Account #21511217*

Carried

##### **10.1.2 1st Reading of Bylaw 02-2025**

**Resolution No:** 2025-0595

**Moved By:** Tammy Leray

THAT Bylaw #02-2025, known as Town of St. Brieux and District Museum Bylaw, be read a first time.

Tabled

##### **10.1.3 2nd Reading of Bylaw 02-2025**

**Resolution No:** 2025-0596

**Moved By:** Tammy Leray

THAT Bylaw #02-2025, known as Town of St. Brieux and District Museum Bylaw, be read a second time.

Tabled

#### **10.1.4 To Be Given 3rd Reading of Bylaw 02-2025**

**Resolution No:** 2025-0597

**Moved By:** Tammy Leray

THAT Bylaw #02-2025, known as Town of St. Brieux and District Museum Bylaw, be given three readings at this meeting on this 08th day of July 2025.

Tabled

#### **10.1.5 3rd Reading & Adopted of Bylaw 02-2025**

**Resolution No:** 2025-0598

**Moved By:** Tammy Leray

THAT Bylaw #02-2025, known as Town of St. Brieux and District Museum Bylaw, be read a third time and be adopted, signed and sealed.

Tabled

#### **10.2 Bank Account - GENERAL ACCOUNT**

**Resolution No:** 2025-0599

**Moved By:** Dan Clifford

THAT Council authorizes the Acting Administrator to make the following changes to the Town of St. Brieux Account #21511217 at the Affinity Credit Union in St. Brieux:

*\$500,000 into a 1 year GIC at 3.4%  
\$2,000,000 into a FLEX TERM account at 2.5%  
the remaining balance is to remain in the GENERAL OPERATING account*

Carried

#### **10.3 Commissionaires Bylaw**

**Resolution No:** 2025-0600

**Moved By:** Justin Assie

THAT Council approves the Commissionaires Bylaw Report as presented for the month of June 2025.

Carried

#### **10.4 Website Launch will take place on August 1, 2025**

#### **10.5 New Employee Hire / Signing Authority - Office Assistant / Receptionist**

**Resolution No:** 2025-0601

**Moved By:** Justin Assie

THAT Council approves to make Jessica Leray a Signing Authority for the Town of St. Brieux.

Tabled

#### **10.6 Bourgault Water Account**

**Resolution No:** 2025-0602

**Moved By:** Dan Clifford

THAT Council approves the reversal in the sewer utility charge for account 000338 0010. The reversal shall cover the period from July 2019 to June 2025. The amount to be reversed is \$57.69 per month for the above mentioned period as well as \$568.38 for a period of months where water usage was higher than the base rate which in turn made the sewer rate higher than the base rate, this total equates to \$4664.37.

Carried

#### **10.7 Well #4 Report Complete**

**Resolution No:** 2025-0603

**Moved By:** Justin Assie

THAT Council acknowledges the Hydrogeologic Report dated June 13, 2025 provided by Beckie Hydrogeologists for the purpose of permitting Well #4.

Carried

#### **10.8 KIN CLUB DONATION REQUEST**

**Resolution No:** 2025-0604

**Moved By:** Tammy Leray

THAT Council donates the use of chairs and tables from the Community Hall to the KIN CLUB for the last day of school event on June 26, 2025.

Tabled

#### **10.9 Letter of Support - KIN CLUB SPORTS COURT**

**Resolution No:** 2025-0605

**Moved By:** Dan Clifford

THAT Council authorizes the Acting Administrator to provide a letter of support to the KIN CLUB for their upcoming MULTI-USE COURT Community Fundraising Project.

Tabled

#### **10.10 Approach - Parcel AA Barbier Drive East**

#### **10.11 Tax Enforcement**

**Resolution No:** 2025-0606

**Moved By:** Dan Clifford

THAT TAXervice, on behalf of the Town of St. Brieux, be authorized to proceed under the Tax Enforcement Act to acquire title for the following described land:

*LOT 8-BLK/PAR 2-PLAN S3786 EXT 0, 114011974*

*LOT 9-BLK/PAR 2-PLAN S3786 EXT 0, 114011996*

Carried

#### **11. CORRESPONDENCE**

**Resolution No:** 2025-0607

**Moved By:** Dan Clifford

THAT Council acknowledges the Correspondence as presented.

Carried

**12. BYLAWS**

**12.1 Council Procedures Bylaw**

**12.2 Council Code of Ethics Bylaw**

**13. ADJOURNMENT**

**Resolution No:** 2025-0608

**Moved By:** Tammy Leray

THAT this meeting be adjourned at 7:49PM.

Carried